

Secretary of State Office  
500 E Capitol Ave  
Pierre, SD 57501  
(605)773-2797

## APPLICATION FOR CERTIFICATE OF AUTHORIZATION TO PROVIDE POSTSECONDARY EDUCATION

RECEIVED  
APR 05 2016  
S.D. SEC. OF STATE

Please mark the appropriate box:



INITIAL APPLICATION



CHANGE OF PRIMARY ADDRESS



CHANGE OF NAME



CHANGE IN ADDITIONAL SITES (ATTACHMENT A)



CHANGE IN ACCREDITATION



OTHER CHANGE(S)

1. **Name of Applicant** (*the institutional name under which postsecondary educational programs are provided*):

ELS Educational Services, Inc. (d/b/a ELS Language Centers)

2. **Applicant's Physical South Dakota Address:**

ELS Language Centers, c/o Augustana University, 2001 South Summit Avenue

(Street Address)

Sioux Falls

South Dakota

57197

(City)

(State)

(ZIP Code)

3. **Applicant's Main Address** (*Additional sites listed on Attachment A*):

ELS Language Centers, 7 Roszel Road

(Street Address)

Princeton

New Jersey

08540

(City)

(State)

(ZIP Code)

www.els.edu

(Website)

4. **Contact Person:**

Jeff Hutcheson

(Name)

(609) 759-5595

(Telephone Number)

jhutcheson@els.edu

(Email Address)

Director, US Operations

(Title)

(609) 524-9885

(Fax Number)

5. **Does the Applicant operate at other sites than the address stated above?**



YES



NO

If "YES", please be advised that Attachment A to this Application must be completed, which shall comprise part of this Application, and any subsequent changes to the information provided in Attachment A must be submitted with a revised Application to the Secretary of State Office, within thirty (30) days of such change.

6. Does the Applicant have a parent organization (*non-profit, corporate, or otherwise*)? ☒ YES ☐ NO

If "YES", please indicate the following:

Berlitz Languages, Inc. (a wholly owned subsidiary of Berlitz Corporation)

(Parent Organization Name)

7 Roszel Road

(Street Address)

Princeton

(City)

New Jersey

(State)

08540

(ZIP Code)

7. Is the Applicant an instrumentality of South Dakota under the jurisdiction of the SD Board of Regents?

☐ YES



NO - If "NO", please indicate whether the Applicant is either (*check one of the following*):

☐ An instrumentality of another state (please list the state agency which has jurisdiction over Applicant)

(State)

(Agency)

(Address)

(City)

(State)

(ZIP Code)

(Contact Name)

(Contact Phone Number)

(Website)



Legally established to operate in South Dakota as a private business entity

South Dakota Corporate ID

Organizational ID# FB039161

South Dakota Corporate Name

ELS Educational Services, Inc.

☐ Legally established to operate in South Dakota as a not-for-profit corporation.

South Dakota Corporate ID

South Dakota Corporate Name

8. Is the Applicant accredited by an accrediting agency recognized by the US Department of Education?



YES

Accrediting Agency: Accrediting Council for Continuing Education & Training (ACCET)

1722 N Street, NW

(Street Address)

Washington, DC

(City)

(State)

20036

(ZIP Code)

Effective date of most recent grant of accreditation:

December 15, 2013

Term or expiration date of most recent accreditation:

December 15, 2018

☐ NO

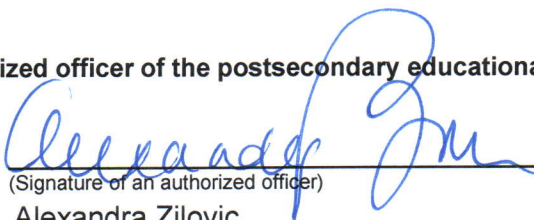
Application submission must include documentation of an affiliation agreement whose terms make another postsecondary institution, which is accredited by an accrediting agency recognized by the United States Department of Education, responsible for awarding academic credit and educational credentials to its students and maintaining transcripts for such students:

The undersigned acknowledges that Applicant is required to notify the Secretary of State Office within thirty (30) days of a change in information set forth in this Application, including any changes in information set forth in any Attachments or other accompanying information. The undersigned has executed the foregoing document and, under penalties of perjury, certifies that the information provided herein, and in support thereof, is true and correct.

The application must be signed by an authorized officer of the postsecondary educational institution:

Dated

04/04/16



(Signature of an authorized officer)

Alexandra Zilovic

(Printed name)

Senior Vice President, North American Operations & Business Affairs

(Title)

**Submit Application to:**  
South Dakota Secretary of State  
Corporations Division  
500 East Capitol, Suite 204  
Pierre, SD 57501

Or email us at:  
[SOS.EDU@state.sd.us](mailto:SOS.EDU@state.sd.us)

### **Exemptions**

If the institution falls under one or more of the following categories, the institution is exempt from registering.

- Established by the government of the United States;
- Established by the government of an Indian tribe whose tribal lands are located, in whole or in part, in South Dakota;
- Established, owned, controlled, operated, and maintained by a religious organization lawfully operating as a nonprofit religious corporation and awarding only religious degrees or certificates for the purpose of conferring clerical status or authority within that religion; or
- Subject to the jurisdiction and regulations to the South Dakota Cosmetology Commission.

**ATTACHMENT A**

### ADDITIONAL SITES AT WHICH APPLICANT OPERATES EDUCATIONAL PROGRAMS

(Must be accompanied by an Application for Certificate of Authorization to Provide Postsecondary Education)

- |    |  |         |            |
|----|--|---------|------------|
| 1. | The ELS Language Center on the campus of Augustana University is currently the only site that ELS plans to operate in South Dakota. The Language Centers that ELS operates in other states are listed on the attached. |         |            |
|    | (Name)   |         |            |
|    | (Street Address)   |         |            |
|    | (City)   | (State) | (ZIP Code) |
| 2. |  |         |            |
|    | (Name)   |         |            |
|    | (Street Address)   |         |            |
|    | (City)   | (State) | (ZIP Code) |
| 3. |  |         |            |
|    | (Name)   |         |            |
|    | (Street Address)   |         |            |
|    | (City)   | (State) | (ZIP Code) |
| 4. |  |         |            |
|    | (Name)   |         |            |
|    | (Street Address)   |         |            |
|    | (City)   | (State) | (ZIP Code) |
| 5. |  |         |            |
|    | (Name)   |         |            |
|    | (Street Address)   |         |            |
|    | (City)   | (State) | (ZIP Code) |

(Make additional copies of this Attachment as may be necessary and submit with Application)



LOCATION	Name	School	Address1	Address2
Atlanta	ELS Language Centers/Atlanta		250 E. Ponce de Leon Avenue	Suite 400
Atlantic City	ELS Language Centers/Atlantic City	The Richard Stockton College of New Jersey	101 Vera King Farris Drive	
Berkeley	ELS Language Centers/Berkeley		2425 Prospect Street	
Boston-Newton	ELS Language Centers/Boston-Newton		125 Tremont Street	
Boston-Downtown	ELS Language Centers/Boston-Downtown	Mount Ida College	777 Dedham Street, Miller Hall	
Bowling Green	ELS Language Centers/Bowling Green	Bowling Green State University	4010 Business Administration	
Bristol	ELS Language Centers/Bristol	Roger Williams University	1 Old Ferry Rd	
Charlotte	ELS Language Centers/Charlotte	Gateway Center	901 W. Trade Street	Suite 500
Chicago	ELS Language Centers/Chicago	Dominican University	7200 West Division Street	
Chicago-South (Opening date pending.)	ELS Language Centers/Chicago-South	Saint Xavier University	3700 W. 103rd Street	
Chicago-Romeoville	ELS Language Centers/Chicago-Romeoville	Lewis University	1 University Parkway	
Cincinnati	ELS Language Centers/Cincinnati	University of Cincinnati	60 W. Charlton, Suite150	
Clemson-Greenville	ELS Language Centers/Clemson-Greenville	Clemson University	225 South Pleasantburg Drive	The Clemson Suite
Cleveland	ELS Language Centers/Cleveland	Case Western Reserve University	11321 Juniper Rd, Stone Commons	Room 109
Columbus	ELS Language Centers/Columbus	Ohio Dominican University	1216 Sunbury Rd	
Dallas	ELS Language Centers/Dallas	The University of Texas at Dallas	800 West Campbell Road	ELS10
Dekalb	ELS Language Centers/Dekalb	Northern Illinois University	385 Wirtz Drive	Health Services Center, Room 330
Denver	ELS Language Centers/Denver	Front Range Community College Indiana University Purdue University-Fort Wayne	3645 West 112th Ave, #B1705	
Fort Wayne	ELS Language Centers/Fort Wayne	University of Mary Washington	2101 E. Coliseum Blvd	
Fredericksburg	ELS Language Centers/Fredericksburg	University of North Dakota	1125 Jefferson Davis Hwy, Suite 350	Eagle Village Complex
Grand Forks	ELS Language Centers/Grand Forks	Grand Valley State University	221 Centennial Dr., O'Kelly Hall, Rm 2	Stop 8390
Grand Rapids	ELS Language Centers/Grand Rapids	Los Angeles Film School	1150 Au Sable Hall; 1 Campus Drive	
Hollywood	ELS Language Centers/Hollywood	Hawai'i Pacific University	6363 Sunset Blvd	
Honolulu	ELS Language Centers/Honolulu	University of St. Thomas [Houston]	1188 Fort Street, MP 133	
Houston	ELS Language Centers/Houston	University of Houston - Clear Lake	4200 Montrose Blvd., Suite 120	Building A
Houston Clear Lake	ELS Language Centers/Houston Clear Lake	Indiana University Purdue University Indianapolis	16441 Space Center Blvd	
Indianapolis	ELS Language Centers/Indianapolis	East Tennessee State University	151 West Ohio Street, Suite 120	#208 Hutcheson Hall
Johnson City	ELS Language Centers/Johnson City	University of Wisconsin - Parkside	503 South Dosssett Drive, ETSU	
Kenosha (Opening 08/22/16)	ELS Language Centers/Kenosha	University of La Verne	900 Wood Road	
La Verne	ELS Language Centers/La Verne	McNeese State University	1886 Third Street	BBC 229
Lake Charles	ELS Language Centers/Lake Charles	Texas Tech University	4205 Ryan Street	
Lubbock	ELS Language Centers/Lubbock	Florida Institute of Technology	1921 Broadway Street	atrum Building, J173
Melbourne	ELS Language Centers/Melbourne	Barry University	150 West University Boulevard	
Miami	ELS Language Centers/Miami		11300 NE Second Avenue	



Milwaukee	ELS Language Centers/Milwaukee	Marquette University	1834 W. Wisconsin Ave	
Myrtle Beach	ELS Language Centers/Myrtle Beach	Coastal Carolina University	386 University Blvd	Kearns Hall #207
N.Y., Garden City	ELS Language Centers/N.Y., Garden City	Adelphi University	1 South Avenue, Linen Hall	
N.Y., Julliard School	ELS Language Centers/N.Y., Julliard School	Julliard School	70 Lincoln Center Plaza	
N.Y., Manhattan	ELS Language Centers/N.Y., Manhattan	Adelphi University	75 Varick Street, 3rd Floor	
N.Y., Riverdale	ELS Language Centers/N.Y., Riverdale	College of Mount Saint Vincent	6301 Riverdale Ave	5th Floor, Founders Hall
Nashville	ELS Language Centers/Nashville	Middle Tennessee State University	820 Fairview Avenue	
New Haven	ELS Language Centers/New Haven	University of New Haven	Charger Plaza - 1211 Campbell Avenue	
Oklahoma City	ELS Language Centers/Oklahoma City	Oklahoma City University	1915 N.W. 24th Street, Harris Hall	
Orlando	ELS Language Centers/Orlando	Stetson University	800 Celebration Avenue	Suite 329
Philadelphia	ELS Language Centers/Philadelphia	Saint Joseph's University	5414 Overbrook Avenue	
Philadelphia-Camden Philadelphia-West Chester	ELS Language Centers/Philadelphia-Camden	Rutgers University - Camden	215 North 3rd Street	
(Opening 06/20/16)	ELS Language Centers/Philadelphia-West Chester	West Chester University of Pennsylvania	675 S. Church Street	Mitchell Hall, Rm 404
Pittsburgh	ELS Language Centers/Pittsburgh	Point Park University	201 Wood Street, Room 804 LH	
Portland	ELS Language Centers/Portland	Concordia University [Portland]	2811 NE Holman St.	Centennial Hall Rm 10
Richmond	ELS Language Centers/Richmond	Eastern Kentucky University	521 Lancaster Ave., Whitlock Suite 160	Room 149/150
Rochester	ELS Language Centers/Rochester	State University of New York Brockport	350 New Campus Drive	Dailey Hall #216
Ruston	ELS Language Centers/Ruston	Louisiana Tech University	305 Wisteria St., Student Center 213	P.O. Box 3006
San Antonio	ELS Language Centers/San Antonio	University of the Incarnate Word	4301 Broadway	CPO # 498
San Diego	ELS Language Centers/San Diego		110 West C Street, Suite 1600	
San Francisco - Downtown	ELS Language Centers/San Francisco - Downtown		300 Montgomery Street, Suite 200	
San Francisco - North Bay	ELS Language Centers/San Francisco - North Bay	Dominican University of California	190 Palm Avenue, Pennafort Hall	
Santa Barbara	ELS Language Centers/Santa Barbara		104 West Anapamu, Suite I	
Santa Monica	ELS Language Centers/Santa Monica		1315 Third Street,	
Seattle	ELS Language Centers/Seattle		400 East Pine Street	Suite 100
Silicon Valley	ELS Language Centers/Silicon Valley		21269 Stevens Creek Blvd.	Suite 620
Sioux Falls (Opening 09/12/16)	ELS Language Centers/Sioux Falls	Augustana University (South Dakota)	2001 South Summit Avenue	
St. Louis	ELS Language Centers/St. Louis	University of Missouri - St. Louis	One University Blvd	Sassin Building
St. Paul	ELS Language Centers/St. Paul	University of St. Thomas - Minnesota	2115 Summit Avenue	Mail SCB 118
St. Petersburg	ELS Language Centers/St. Petersburg	Eckerd College	4200 54th Avenue South	
Tacoma	ELS Language Centers/Tacoma	Bates Technical College	1101 South Yakima Avenue	
Tampa	ELS Language Centers/Tampa	The University of Tampa	401 W Kennedy Blvd	
Teaneck	ELS Language Centers/Teaneck	Fairleigh Dickinson University [Metropolitan Campus]	1000 River Road, Robison Hall, 4th Flr.	1040 University Circle
Thousand Oaks	ELS Language Centers/Thousand Oaks	California Lutheran University	203 Faculty Drive - Mattson House	
Washington, DC	ELS Language Centers/Washington, DC		4646 40th Street NW	